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January 29, 2004

## VIA CERTIFIED MAIL - Return Receipt Requested

Ms. Brandy Phillips Campaign Finance Analyst Reports Analysis Division Federal Election Commission 999 E Street, N.W. Washington, DC 20463

RR DONNELLEY GOOD GOVERNMENT FUND (RRD/GGF) - ID# C00033977 RΓ:

Request of 01/07/04 regarding

Amended November Monthly Report (10/)/03-10/31/03)

Dear Ms. Phillips:

Per our phone conversation, and in response to your above referenced inquiry, please accept this as itemization of the information needed as stated in your request (copy attached).

The initial report noted above was amended due to the discovery of a clerical error with data entry into our software system. The software requires that the status of all dishursements be manually changed from "payable" to "paid" in order for said disbursement(s) to be reported properly on the FEC report when processed. Failure to change this caused the software not to pick up the disbursements and subsequently failed to report them on the mittal report. Orece the error was discovered, it was mimediately amended.

Please feel free to call me should you have any questions. Thank you in advance for your time in this matter.

Carrie L. Gladney

PAC Administrator

RR Donnelley

Good Government Fund (RRD/GGF)

PAC Secretary cc:

finclosures



Lucie Naphin, Treasurer RR Donnelley Good Government Fund 77 W. Wacker Drive Chicago, IL 60601

Response Due Date: February 6, 2004

Identification Number: C00033977

Reference: Amended November Monthly Report (10/1/03 - 10/31/03), received

11/20/03

## Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. An adequate response must be received at the Commission by the response date noted above. An itemization of the information needed follows:

-Your report discloses additional disbursements totaling \$11,000 on Line(s) 23 of the Detailed Summary Page that were not disclosed on your original report. Please provide clarifying information as to why this activity was not disclosed on your original report.

Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. Requests for extensions of time in which to respond will not be considered. Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you should have any questions regarding this matter or wish to verify the adequacy of your response, please contact me on our tell-free number (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division) or my local number (202) 694-1157.

Singgrely

Brandy Phillips

Campaign Finance Analyst Reports Analysis Division

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## Federal Election Commission ENVELOPE REPLACEMENT PAGE FOR INCOMING DOCUMENTS

FOR INCOMING DOCUMENTS	
The FEC added this page to the end of this filing to indicate	how it was received.
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